



## Drug Policy & Procedures

Date of policy: December 2015

Date last review adopted by governing body: 7/11/17

Frequency of review: Three yearly

### 1. Introduction

#### The National Perspective

Our aim and approach is in line with the National Curriculum and the Government's Strategy for Tackling Drug Misuse. The four key areas can be summarised as:

- Young People – to help them resist drug misuse in order to achieve their full potential
- Communities – to protect them from drug related crime
- Treatment – to help people with drug problems overcome them and live healthy lives
- Availability – to disrupt the supply of illegal drugs

Our school values underpin our practice, Honesty, Inclusivity, Politeness, Independence and Perseverance – HIPIP.

#### Aims

That young people in our school receive common messages about the inappropriateness of drug misuse. That drug related incidents are addressed throughout our school in a consistent manner.

### 2. Rationale

Our school has two responsibilities.

#### Education

Under the terms of the Education Reform Act we are required to:

- Prepare young people for the opportunities and responsibilities of adult life and to meet the aim of the Essex education authority's curriculum statement.
- In Essex, every learner is entitled to a curriculum rich and varied, challenging and inspiring, which enable every individual to fulfil her or his potential to the highest possible standard; so that all, for the benefit of all, are able to shape their destinies and create a better world.
- Children are growing up in an increasingly drug using world. During their early childhood they are exposed to messages about drug use from the media, their peers, their families and our wider society, they may experiment with drugs whilst still of school age and will be confronted by opportunities to use drugs throughout their lives.
- If we are to prepare our children for living in a 'drug using world' we need to ensure all children in our school receive an appropriate curriculum matched to their age and readiness.
- We recognise that many aspects of the curriculum contribute towards enabling young people to not only know how to stay safe from substance misuse, but also have the high self-esteem and interpersonal skills that enable them to stay safe and in control.
- Our school is committed to working towards the principles of a health promoting school. The raising of every child's self esteem is a fundamental aim of our school.

## **Welfare**

We define drug misuse to be the taking of a substance which harms or threatens to harm the physical or mental health or social well-being of an individual, or of other individuals, or society at large, or which is illegal. Within this definition can be placed the use of legal substances such as alcohol, tobacco, volatile substances (those giving off a gas or vapour which can be inhaled), illegal drugs and over-the-counter and prescription medicines.

Problems with drug use can affect any of our children, from the youngest to the eldest. This can range from:

- Accidental exposure to a substance (medicines) or drug equipment (discarded needles)
- Inappropriate use of a drug
- Developing a drug habit
- A sudden, catastrophic health problem (collapse)
- Living with drug using families

A child's own drug use problem can be:

- The main cause for concern
- A symptom of a deeper more complex difficulty
- One of a number of interrelated issues or concerns

It is rare for problem drug use to be isolated from other pastoral difficulties.

In all cases our guiding principle will be that the welfare of the child and their peers is paramount.

## **3. Confidentiality**

Whilst every effort should be made to enable constructive dialogue to take place between children requiring support and school staff, no staff member can agree to offer complete confidentiality. All staff are subject to child protection procedures.

## **4. Staff responsibility**

Our health education co-ordinator is Mrs. Herring.

Our named person for drug related incidents is the Headteacher.

## **5. Curriculum**

The aim of our taught Drug Curriculum is to support the Essex vision for drug education;

*In Essex, every learner has the knowledge, problem solving and decision making skills necessary to be able to make informed choices about drug use and that they have the interpersonal skills and high self-esteem required to enable them to enact their decision with the least possible harm to themselves or others.*

Our curriculum will be delivered as a part of PSHE, Science and Physical Education. The Foundation Stage Early Learning Goals for PSHE and Physical Development include:

- PSHE – Dispositions and attitude, self-confidence, self-esteem, self control and self care, making relationships, behaviour and community
- Physical Development – Health and body awareness, some understanding of what it means to keep our bodies healthy.

The Science curriculum (2015) describes the importance for humans of exercise, eating the right amounts of different types of food, and hygiene.

Our scheme of work for PSHE at Key stage 1 covers (3a) how to make simple choices to improve health and wellbeing and (3f) that some products and medicines can be harmful.

It incorporates knowledge and understanding, attitudes and personal and social skills that help the pupil to lead fulfilled lives without the misuse of substances.

Our curriculum will:

- Take account of the children's current level of understanding
- Build on concepts that the children already know and understand
- Use language appropriate to their age and readiness
- Be relevant to the backgrounds and needs of our children and will focus on the drug use and surrounding issues most relevant to infant children
- Offer accurate rather than sensationalised information
- Ensure that all children regardless of background and ability can equally access the programme of work

Our school will work to inform parents in order to ensure that messages about drug misuse are consistent.

All visitors to our classrooms will work to these principles.

## **6. Healthy Schools Standard**

We cover the Healthy Schools 'drugs' Component as part of our progress towards an ever-healthier school.

## **7. Procedures**

### **General Principles**

A drug related incident is any incident where the school has reason to be concerned for the immediate or long term safety or welfare of an individual child, a group of children, parent, carer or staff member and where drugs or drug use are significant or contributory factors.

Drug related incidents in schools are rarely extreme. However, nationally we are seeing a decrease in the age of young people who are choosing to experiment in drugs. All drug use carries risks, and these should neither be inappropriately exaggerated nor inappropriately minimised.

The school will consider each drug related incident individually and recognise that a variety of responses will be necessary to deal with incidents. The school will consider very carefully the implications of any action it may take. It seeks to balance the interests of the pupil involved, the other school members and the local community. Permanent exclusion may be warranted as a final sanction when all other reasonable steps have been taken.

We follow the guidelines set down in Chapter 6 of Circular 10/99 'Social Inclusion: Pupil Support' (DfE 1999) paragraph 6:9

In many cases exclusion will be the appropriate course. But it is for school to decide whether or not to exclude permanently for all incidents connected with drug misuse. Fixed period exclusion may in some cases be more appropriate. Schools need to ensure that the course of action takes into account the needs of the individuals involved (as well as their peers) both in terms of their educational and personal development and in terms of recognising that permanent exclusion may make a young person more vulnerable to exposure to drugs.

No drug should be brought into school without the school's knowledge and approval.

Children requiring prescribed or 'over the counter' medication is a separate issue and is not covered in this policy, however many 'over the counter preparations' are potentially lethal if misused.

A young person thought to have misused any substance by intent or accident will always be treated as a serious medical emergency and medical advice and treatment will be swiftly sought.

The use of recreational drugs (including alcohol) or the bringing of recreational drugs onto the school premises will not be tolerated. The same principle will apply to school trips.

Our school is, at all times, a 'no smoking establishment'.

All staff have a duty to support children who approach them with problems related to drug use. Prior to any further investigation any such an approach should always be considered as a request for help and a pastoral rather than a disciplinary matter.

When dealing with any incident, in priority, staff should consider:

Medical support – immediate first aid if required, then appropriate referral to health services

Immediate safety/welfare support – is the young person 'at risk' from their own behaviour or the behaviour of others?

Pastoral support – counselling and guidance

Discipline – only if appropriate

All staff should swiftly ensure that the Headteacher or Deputy are informed about any such problem.

The school, including grounds will be regularly checked for signs of drug misuse (including discarded drug taking equipment)

Any use of illegal drugs, the actual or the offer to supply illegal drugs on school premises or on school trips will always be reported to the police.

As a general principle parents will always be notified of the schools concern over a drug related incident. The only exception to this is when the Headteacher feels that the welfare of the young person would be placed in greater jeopardy by this action, in which case the Children and Families hub will be consulted and a referral may be made.

## **8. Incident management**

Staff have a professional duty to investigate and take appropriate action, either individually or by referral, if we have reason to believe that any young person is at risk.

The school has a legal duty to ensure that illegal drug use or the making or supply of controlled drugs does not take place on our premises or on school trips.

School staff may safely take possession of an unknown substance. The law provides that if a person took possession of a drug to prevent another committing an offence or continuing to commit an offence and then took speedy action to destroy the drug or hand it to an authorised person, this shall be a defence to the charge.

Sec 5 Misuse of Drugs Act 1971

## **9. Scenarios**

### Drugs or equipment are discovered on school premises

Staff are required:

- to take possession and store securely
- to inform the Headteacher / Deputy Headteacher as soon as possible
- the senior staff member will seek police advice re identification of substance and safe disposal
- in the event of a syringe being found it will be placed in a safe container (screw top coffee jar) and placed in a safe location prior to safe disposal. Under no circumstances will a used syringe be placed in a waste bin
- Senior staff will make a record of the incident

### A child is found in possession of drugs

Staff are required to:

- take possession of the substance and store securely
- inform the Headteacher / Deputy Headteacher
- seek advice from police re: identification of substance and safe disposal / other legal actions
- inform the parents or carers / Children and families hub

### A child is thought to be in possession of a drug

Staff are required to:

- isolate the child from peers and supervise at all times
- inform senior member of staff
- ensure two staff are present from now on
- the school reserves the right to search the bag and class tray of any child suspected of being in possession of drugs
- the school reserves the right to ask a child to empty their pockets
- if the young person refuses, under no circumstances will any member of staff attempt to physically search a young person
- one member of staff will supervise the young person whilst a senior staff member informs the police
- the young person will remain supervised and the parents or carers will be informed

### A member of staff suspects a child is under the influence of a drug

Staff will never treat the intoxication lightly. The effect of any drug (including alcohol) on a child can be highly unpredictable. Intoxication or a suspected overdose (even if the child appears fit and well) will always be deemed a medical emergency.

Under no circumstances should an intoxicated child be disciplined.

Staff are required to:

- seek medical advice (999 – if urgent)
- perform appropriate first aid measures
- keep the child as calm as possible
- inform a senior member of staff
- ensure no other pupils are at risk
- inform parents and carers
- if child is 'at risk' inform the
- if appropriate, inform police

### A child discloses they are using drugs

Staff are required to:

- inform senior member of staff
- is the child 'at risk' – inform Children and families hub
- inform parents
- seek advice from community Drug and Alcohol Team and if appropriate Social Services

### Child discloses parents or carers misuse / supply drugs

Staff are required to:

- inform senior member of staff
- is the child 'at risk' – inform Children and families hub

- if a parent collecting a child from school (especially by car) appears intoxicated, retain the child and notify senior staff. (If unable to retain the child – telephone 999 and inform police)
- inform the Children and families hub

#### Staff discover that a pupil is 'dealing drugs' in the school

Staff are required to:

(see above on – a young person thought to be in possession of drugs)

- inform senior member of staff
- inform police
- secure as much evidence as possible
- work with police to secure an action plan

#### Staff suspect that the medication given to a child is inappropriate

- a discussion with the school nurse may take place as she/he has access to pharmacist records
- family doctors may be contacted although the families permission is needed for this
- discussion with parents and proof of need may be asked for, for example seeing the prescription
- The children and families hub may be consulted

### **10. Monitoring and record keeping**

We will record all drug related incidents. We will make no entry on a child's record until all the evidence has been gathered and corroborated. The school will regularly follow up drug related incidents in order to monitor progress.

Children need to understand that the school will try to support anyone who voluntarily seeks our help with drug related problems.

### **11. Evaluation and review**

The Governing body will review this policy as appropriate to assess its implementation and effectiveness and to ensure the policy is promoted throughout the school.

### **12. Media**

All media involvement will be dealt with by the Headteacher of the school or a member of staff delegated by the Headteacher. This will be in conjunction with advice from County when appropriate.

### **13. Equality statement**

*"The governors and staff are committed to providing the full range of opportunities for all pupils regardless of gender, disability, and ethnicity, social, cultural or religious background. All pupils have access to the curriculum and the right to a learning environment which dispels ignorance, prejudice or stereotyping."*